

	As required by ISO 9001 Effective date - _____ 2014	IC-81/03 Version 01 Changed pages 00/02
	The Executive Committee of Ivano-Frankivsk City Council	
	INFORMATION CARD Issuance of extract from the technical documentation on normative monetary evaluation of land	
Original: Authorized Representative for QMS Matters copies: according to the register of mailing		

Created by:	Checked by:	Approved by:
Head of Department of State Land Agency in Ivano-Frankivsk _____ Ozarko L. "___"_____ 2014p.	Authorized Representative for QMS Matters _____ Lys A. "___"_____ 2014 p.	Mayor _____ Anushkevychus V. "___"_____ 2014 p.

1	Body providing the service	Department of State Land Agency in Ivano-Frankivsk
2	Place of application and getting results of service	Center of Administrative Services Delivery Nezalezhnosti Str, 9 Phone/fax : 75-01-19, 75-21-41 e-mail: cnap@mvk.if.ua , web-site: www.cnap.if.ua Working hours: Monday, Thursday: 9.00 - 20.00 Tuesday, Wednesday, Friday, Saturday: 9.00 - 16.00
3	The documents required for obtaining administrative services	1. Application. 2. A copy of the passport and identification number (for individuals), copies of registration documents (for legal entities). 3. A copy of the legal document to land. 4. Excerpt from the City Council decision for providing land and a copy of the plan of land (in the case of getting an extract for establishing the amount of rent). 5. Copy of the notary request, a copy of the death certificate (in case of getting an extract for registration of bequest) Note: Copies of the documents shall be submitted with the originals (for verification) or notarized.
4	The procedure and method of submitting documents	Personally or by procurance (notarized)
5	Payment	Free
6	Term	7 days
7	Service result	Extract from the technical documentation on normative monetary evaluation of land
8	Method of obtaining response (output)	Personally or by procurance (notarized)

9	Legislative and regulatory basis	1. Laws of Ukraine "On the evaluation of land", "On Land Lease" and "On Public Appeals" 2. CMU Resolution № 213 of March 23, 1995 3. CMU Resolution № 835 of August 1, 2011 4. CMU Resolution № 492 of May 23, 2012
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